



Worship Coordinator – Job Description

Time Frame: August 17, 2020 - April 30, 2021

Commitment: 20 hours each week

Reports To: Associate Dean of Community Engagement

Scholarship: 4% of tuition, or 25% room and board (approx. \$2,500)

Worship Coordinators provide logistical support, leadership, and creative approaches to the worship portion of the chapel program and other unique worship experiences for the Corban community. Ideal candidates for the role possess a desire to serve, minister, and worship with the Corban community.

General Qualifications:

Be a traditional undergraduate student who has completed at least one semester at Corban and...

1. Displays collaborative leadership strengths
2. Exhibits peer leadership abilities
3. Is able to work unpredictable/irregular hours
4. Is in good standing with campus offices
5. Practices effective organizational skills

Academic Qualifications:

Be registered as an undergraduate student at Corban who...

1. Possesses a cumulative G.P.A. of 2.0 or higher.
2. Registers for at least 12 undergraduate credits at Corban per semester.

Responsibilities:

Programming

1. Administer Planning Center software to coordinate chapel worship logistics
2. Assist in implementing the chapel program
3. Demonstrate flexibility when meeting program needs (expected & unexpected)



4. Design creative and unique worship opportunities for the campus community (musical & non-musical)
5. Provide leadership and training to worship team leaders
6. Schedule chapel worship teams for individual chapels

Training

1. Attend all training sessions as outlined in the Hiring Process/Training Timeline
2. Be First Aid/CPR/AED certified and physically prepared to administer basic first aid (training offered on campus)
3. Meet twice monthly with Associate Dean of Community Engagement
4. Meet weekly with the Chapel team

Other

1. Be familiar and compliant with Corban's Student Walkthrough as well as basic residence hall policies and procedures
2. Represent the University with maturity and professionalism
3. Support and work effectively with other campus offices
4. Support, encourage and pray for fellow student leaders and University personnel
5. Perform other duties as assigned